

Contract EP-C-09-020
Performance Work Statement (PWS)
Work Assignment B-02, Amendment 2

1. Title: Support for Marine Debris Prevention Summit

2. Period of Performance:

From the date of approval by the Contracting Officer until 28 February 2010.

3. Estimated Level of Effort: 1075

4. Work Assignment Manager (WAM):

Katherine Weiler
Marine Pollution Control Branch (4504T)
Washington, DC 20460
Tel: 202/566-1280
Fax: 202/566-1546
e-mail: weiler.katherine@epa.gov

5. Alternate Work Assignment Manager:

Jonathan Amson
Marine Pollution Control Branch (4504T)
Washington, DC 20460
Tel: 202/566-1276
Fax: 202/566-1546
e-mail: amson.jonathan@epa.gov

6. Background:

Marine debris is an environmental problem that stretches beyond the responsibilities of any individual EPA office. As an agency, however, EPA is well-equipped to address the stressors and sources that lead to marine debris (e.g., solid waste, municipal and urban wastewater, stormwater, vessels, waterfronts, and watersheds). The Marine Debris Prevention Program (MDPP) will be a success only if it utilizes a coordinated approach that includes all relevant EPA offices.

An MDPP summit was held in Washington, DC, on June 24-25, 2009; the meeting provided an opportunity for several EPA offices to discuss how their individual responsibilities contributed to preventing, controlling, and reducing marine debris. The summit helped to support inter-office cooperation, and to strengthen existing marine debris prevention efforts within EPA.

Following this summit, the Office of Wetlands, Oceans, and Watersheds wants to develop a marine debris prevention toolkit to provide easy access to marine debris prevention and mitigation information and materials; the toolkit will serve as an organized clearinghouse for such data. The toolkit should provide access to both existing and newly-revealed information

and materials developed by EPA as well as those from other organizations; further, the MDPP toolkit should be coordinated with the information in EPA's Non-Point Source Toolbox.

7. Description of Tasks:

This work assignment (WA) amendment 2 addresses the development of a marine debris prevention toolkit mentioned in the background above.

Task 1. Work Plan and Budget

This task is as listed in the original WA.

Deliverable: Work plan and budget

Deadline: Within 15 calendar days after receipt of work assignment amendment 2.

Task 5. Marine Debris Prevention Toolkit

The Contractor will provide professional and technical support for development of a marine debris prevention toolkit. The developed toolkit should include the following items:

- (1) videotape, audiotape, and printed public service announcements on marine debris-related topics that have been demonstrated to be effective, particularly by the MDPP workgroup;
- (2) bumper stickers, posters, or other outreach materials (either in black and white, or in color) that help identify State, local, or municipality commitment to marine debris prevention, control, or mitigation;
- (3) camera-ready versions of fact sheets, brochures, posters, bookmarks, or other marine debris-related material that have demonstrated to be effective or worthwhile, particularly by the MDPP workgroup;
- (4) information on how the public can obtain existing marine debris-related materials either in non-electronic format (such as refrigerator magnets) or in electronic formats too large to include on a database website (such as extended length videotapes); and
- (5) delivery of all electronic media in a format compatible with EPA's website, where the toolkit will ultimately be located.

The content of the MDPP toolkit will be generated in three sub tasks under this task.

Task 5a.

The Contractor shall locate and assemble marine debris outreach materials dealing with marine debris reduction, prevention, or mitigation from any source for inclusion in the toolkit.

Deliverables: As specified above.

Deadline: 15 calendar days after receipt of the EPA Contracting Officer (CO) approval of the Contractor's work plan.

Task 5b.

This task will involve development and creation of new marine debris reduction, prevention, or mitigation materials. For cost-estimating purposes, the Contractor shall assume

that between five and ten new products will be created. The specific new products to be developed will be determined after review of the existing materials (delivered in Task 5a, above), to prevent duplication of products.

New materials may include any (and including any other possible forms of informational media), of the following: Fact sheets, brochures, posters, or other publications on marine debris reduction, prevention, or mitigation, that would be addressed to varying audiences, such as the general public, children, the regulated community, or State and Federal policymakers.

Deliverables: As specified above.

Deadline: 60 calendar days after acceptance by the EPA WAM of the Task 5a deliverables.

Task 5c.

This task will involve compilation and organization of all materials (both previously- and newly-created) in the MDPP toolkit, ready for display on EPA's website. Final organization of all materials will be determined by compatibility with EPA's Non-Point Source Toolbox, and accessibility on the EPA website. The EPA WAM shall make the final decision about any materials to be included in the toolkit.

Deliverables: Draft MDPP toolkit

Deadline: 15 calendar days after acceptance by the EPA WAM of the Task 5b deliverables.

Deliverables: Final MDPP toolkit

Deadline: 10 calendar days after acceptance by the EPA WAM of the draft MDPP toolkit.

8. General Work Assignment Requirements:

A. Monthly Progress Report: The contractor shall provide electronic copies of the monthly progress reports as per the Reports of Work, Attachment 2 of the contract.

B. Compliance with Section 508 Requirements: Section 508 of the Rehabilitation Act mandates that all Federal departments and agencies make electronic and information technology accessible to individuals with disabilities. This includes all individuals with disabilities wishing to access Federal information. EPA is committed to making every possible effort to ensure that all electronic and information technology developed, procured, maintained, or used by EPA is accessible to all persons with disabilities. Consequently, according to the contract clause "EPAAR 1552.211-79: Compliance with EPA Policies for Information Resources Management", all deliverables submitted by the Contractor shall be compliant with the Section 508 requirements.